

**Town of Bethany Beach
Planning Commission Minutes
June 21, 2008**

The Bethany Beach Planning Commission held a meeting on Saturday, June 21, 2008 in the Bethany Beach Town Hall, 214 Garfield Parkway, Bethany Beach, DE 19930.

The following members were present: Lew Killmer, who presided, Donald Doyle, Fulton Loppatto, Faith Denault and Tony McClenny. Kathleen Mink was officially excused from this meeting.

Also present: Councilman Steve Wode, Councilman Joseph Healy, John Eckrich, Building Inspector, Patricia Titus of the Coastal Point, Seville Pettit, Administrative Secretary and interested members of the public.

The meeting was called to order at 9:07 a.m.

OPENING OF MEETING

Approval of Agenda

Mr. Doyle made a motion to approve the agenda. The motion was seconded by Mr. Loppatto and unanimously approved.

Discussion/ Approval of the Planning Commission Minutes of May 17, 2008

Mr. Doyle made a motion to approve the minutes dated May 17, 2008. The motion was seconded by Mr. Loppatto and unanimously approved.

Announcements/ Comments/ Updates

Non-Residential Design Review Update (McClenny/ Killmer)

Mr. McClenny reported that at the last meeting of the Design Review Committee (DRC) plans were reviewed for the proposed major renovation and expansion of St. Martha's Episcopal Church. Following the review of the submitted plans with the architect and members of the congregation, the plans were approved by the DRC. The existing building will be extended to the east to build a new Sanctuary for more space with the original Sanctuary being remodeled. On site parking was also provided on the submitted plans. Before final approval of the project, Mr. Bob Beers the architect will present a landscaping plan to the DRC for review and approval as required by the Town Code.

Comments/ Updates Regarding the June Town Council Meeting (All)

Mr. McClenny noted there were three Planning Commission proposals that are on agenda for the July Town Council meeting. The Planning Commission's proposals are the following: Approval of a new official Town Map, an upgrade to Article V Non-Conforming Uses, Lots and Structures of the Town Zoning Code as well as an upgrade to Section 200-40 (Dead-End Streets) ordinance in the Subdivision Section of the Town Code.

Mr. McClenny also noted that proposed changes/updates to the Comprehensive Development Plan were provided to Mayor Carol Olmstead. A copy was also provided to the Town Manager, Mr. Clifford Gravier. The Planning Commission has asked that the Town Council and the Town Manager review and suggest any changes that they wish to make to the proposed updates to the Comprehensive Plan.

Mr. Killmer recommended to Mr. Eckrich since there is only one “Official Town Map” that all copies of the map that are given to the public clearly state in writing on the map that this is a duplicate of the “Official Town Map” to satisfy requirements of the Town Code and the State of Delaware.

Comments, Q&A and Discussion for Planning Commissioner Members

Mr. Doyle made a motion to cancel the Planning Commission meeting in July. The motion was seconded by Mr. Loppatto and unanimously approved.

PUBLIC COMMENT/ QUESTIONS FOR THE PLANNING COMMISSION

There was no discussion at this time.

NEW BUSINESS

Discuss A Proposal To Require A Self-Certification Safety Checklist For All Rental Properties (Killmer)

Mr. Killmer stated the purpose of the checklist is to provide basic safety related requirements for the safety of individuals and families who rent properties both on an annual basis as well as for summer vacations. The Planning Commission members reviewed a draft proposal and the Planning Commission approved the document after making a number of changes. Mr. McClenny was actioned to place this proposal on the agenda of a future Town Council meeting.

Status Report On Current Planning Commission Updates and Initiatives

Mr. Killmer reported that Mr. Terrence Jaywork the Town Solicitor and the Town Manager are still in the process of updating the ordinance that deals with the storage of Boats, Personal Watercraft and Boat Trailers. A first reading is scheduled to be made at the July Town Council meeting.

The Non-Residential Design Review proposed updates would be reviewed sometime in the near future. The Town Council members will be working on the updates to Zoning Code Chapter 245 at the Town Council Workshop that is being held on June 23, 2008, after the review and comments it will then go to Mr. Terrence Jaywork, Town Solicitor. There will be a public hearing for the recommendations to the Planned Residential Development (PRD) Major and Minor Subdivisions in the near future.

OLD BUSINESS

Develop a List For Future Planning Commission Projects/Reviews (All)

Mr. Killmer noted that the Planning Commission members would construct a list of projects and various concerns of the community, whose purpose is to provide a roadmap

to assist the Town Council in developing long term plans for the continued success and prosperity of Bethany Beach.

The Planning Commission members created a list of projects and will assign approved projects to individual Planning Commission members.

ADJOURN

Mr. Doyle made a motion to adjourn. The motion was seconded by Mr. Loppatto and unanimously approved. The meeting was adjourned at 10:13 a.m.

Respectfully Submitted,

Seville Pettit
Administrative Secretary

PLANNING COMMISSION
ACTION ITEMS
JUNE 21, 2008

1. Mr. Killmer to make changes to the Self-Certification Safety Document.
2. Mr. Eckrich to provide an Official Town Map.
3. Mr. Eckrich to update the map in the Comprehensive Development.